

# **Exhibit B**

USCIS Response

U.S. Department of Homeland Security  
U.S. Citizenship and Immigration Services  
National Records Center  
P.O. Box 648010  
Lee's Summit, MO 64064-8010



**U.S. Citizenship  
and Immigration  
Services**

**COW2019500446**

June 4, 2019

Kate Meyer  
IRAP  
One Battery Park Plaza, 4th Floor  
New York, NY 10004

Dear Kate Meyer:

We received your request for information relating to Refugee, Asylum and International Operations Directorate ("RAIO") Combined Training Course. You specifically requested the following:

The Requester requests disclosure of any and all records prepared, received, transmitted, collected, and/or maintained by the U.S. Citizenship and Immigration Services, or sub-offices thereof, that reflect the following:

1. The most recent versions of all training modules in the Refugee, Asylum and International Operations Directorate ("RAIO") Combined Training Course, including all Refugee Affairs Division ("RAD") Supplements;
2. All RAIO trainings issued since January 1, 2014, including trainings on the following topics:
  - a. Country-specific conditions for all countries;
  - b. Terrorism-Related Inadmissibility Grounds ("TRIG");
  - c. Processing under the Controlled Application Review and Resolution Program ("CARRP");
  - d. Discretion;
  - e. Derivative Applicants;
  - f. Female genital mutilation/cutting;
  - g. Firm resettlement bar;
  - h. LGBT;
  - i. HIV;
  - J. Refugee inadmissibilities;
  - k. Gender-based violence ("GBV"), including but not limited to GBV against Congolese women;
  - l. Mandatory bars for 1-730 Refugee/Asylee Relative applicants;
  - m. Past Persecution and Well-Founded Fear of Persecution;
  - n. Requests for Review ("RFR");
  - o. Real ID Act of 2005, Pub. L. No. 109-13, 119 Stat. 231;
  - p. Small group and mock exercises in USCIS training;
  - q. Unaccompanied children.

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3. The current Refugee Officers Manual, and any prior version issued since January 1, 2014;
4. All current standard operating procedures ("SOPs") related to the USRAP, and any prior versions issued since January 1, 2014;
5. All current manuals, guidance, and policies related to refugee processing by USCIS's Fraud Detection and National Security ("FDNS") Directorate;
6. Circuit Ride Reports from circuit rides completed since October 1 2012 (Fiscal Year 2013), including:
  - a. All Refugee Processing Trip Reports; and
  - b. All Supervising Refugee Officer ("SRO") Trip Reports.
7. All records related to the processing of this Request.

Your request for expedited processing will be address in a separate letter.

Your request is being handled under the provisions of the Freedom of Information Act (5 U.S.C. § 552). It has been assigned the following control number: COW2019500446. Please cite this number in all future correspondence about your request.

We respond to requests on a first-in, first-out basis and on a multi-track system. Your request has been placed in the complex track (Track 2).

Your request for a fee waiver has been granted.

Consistent with 6 C.F.R. § 5.5(a) of the Department of Homeland Security (DHS) FOIA regulations, USCIS processes FOIA requests according to their order of receipt. Although USCIS' goal is to respond within 20 business days of receipt of your request, FOIA does permit a 10-day extension of this time period in certain circumstances. Due to the increasing number of FOIA requests received by this office, we may encounter some delay in processing your request. Additionally, due to the scope and nature of your request, USCIS will need to locate, compile, and review responsive records from multiple offices, both at headquarters and in the field. USCIS may also need to consult with another agency or other component of the Department of Homeland Security that have a substantial interest in the responsive information. Due to these unusual circumstances, USCIS will invoke a 10-day extension for your request pursuant to 5 U.S.C. § 552(a)(6)(B). Please contact our office if you would like to limit the scope of your request or to agree on a different timetable for the processing of your request. We will make every effort to comply with your request in a timely manner.

This office now offers an online delivery option. If you would like to receive the requested records online, you will need to register this request at [first.uscis.gov](http://first.uscis.gov). If you do not already have a MyUSCIS account you will be prompted to create one. Once logged on, click the "Register Request" link where you will be asked to enter your control number COW2019500446 and the following six digit PIN: 364909. If you do not wish to take advantage of this option, we will be providing your records on a Compact Disc (CD) for use on your personal computer. To request your responsive records on paper, please include your control number and write to the above address Attention: FOIA/PA Officer, or fax them to (802) 860-6908.

The National Records Center (NRC) has the responsibility to ensure that personally identifiable information (PII) pertaining to U.S. Citizenship and Immigration Services (USCIS) clients is protected. In our efforts to safeguard this information, we may request that additional information be provided to facilitate and correctly identify records responsive to your request. Though submission of this information is voluntary, without this information, your request may be delayed while additional steps are taken to ensure the correct responsive records are located and processed. Further, if we are unable to positively identify the subject of the record we may be unable to provide records responsive to your FOIA request.

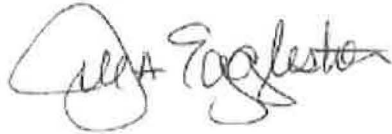
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You may check the status of your FOIA request online at [www.uscis.gov/FOIA](http://www.uscis.gov/FOIA). Click the "Check Status of Request" button in the middle of the web page or "FOIA Request Status Check & Average Processing Times" on the left side under "Freedom of Information and Privacy Act (FOIA)." Then click "FOIA Check Status of Request" at the bottom of the page and follow the instructions given. If you have any questions concerning your pending FOIA/PA request, or to check the status of a pending application or petition, please call The National Customer Service Center at (800) 375-5283. Please be aware that the National Records Center no longer accepts FOIA/PA related questions directly by phone.

All FOIA/PA related requests, including address changes, must be submitted in writing and be signed by the requester. Please include the Control Number listed above on all correspondence with this office. Requests may be mailed to the FOIA/PA Officer at the PO Box listed at the top of the letterhead, emailed to [USCIS.FOIA@uscis.dhs.gov](mailto:USCIS.FOIA@uscis.dhs.gov), or sent by fax to (802) 860-6908. You may also submit FOIA/PA related questions to our email address at [FOIAPAQuestions@uscis.dhs.gov](mailto:FOIAPAQuestions@uscis.dhs.gov).

Sincerely,

A handwritten signature in dark ink, appearing to read "Jill A. Eggleston", written in a cursive style.

Jill A. Eggleston  
Director, FOIA Operations